

Clutton Parish Council

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Minutes of the monthly meeting of the Parish Council

Monday 15th June 2026 in the Village Hall, Venus Lane, Clutton

Present: Councillors B Bonner, J Bush, L Mitchell (Part), M Thompson, J Rowell, T Starr, J Tiley, G Williams (Chairman), Cllr S Ross (Ward Councillor) H Richardson (Clerk) and 1 member(s) of public.

Public Participation. None

163.1. Apologies for Absence: None

163.2. Declarations of interest: Jenny Bush(163.5g)

163.3. Minutes:

- a) The Minutes of the meeting held on Monday 20th May 2026 were **approved**.
- b) Matters arising from the decisions of the last meeting: None

163.4. Planning:

- a) Planning Consultations. None
- b) Planning Decisions:
 - i)26/02074/CLEU. The Annexe, Batch Farm, Clutton Hill: Use of annexe attached to Batch Farm as a separate dwelling (Certificate of Lawful Existing Use) Resubmission of 24/04359/CLEU. LAWFUL
 - ii)26/01085/NMA. The Annexe, Batch Farm, Clutton Hill. Non Material Amendment to application 24/04359/CLEU (Use of annexe attached to Batch Farm as a separate dwelling (Certificate of Lawful Existing Use)).APPLICATION WITHDRAWN
 - iii)26/00672/CLEU. The Weigh Bridge House, Fry's Bottom, Chelwood. Construction of Weigh Bridge House and the use of land for Equestrian, Office and Forestry (Certificate of Lawfulness for an Existing Use)APPLICATION WITHDRAWN

163.5. Finance, legal, HR & Admin

- a) The Parish Council accepted the Internal Auditors report – No issues arising
- b) The Parish Council approved and signed the Annual Governance Statements. The Parish Council agreed to tick 'No' to assertion 10 as although we are close to meeting the criteria, more work was needed to ensure that all councillors had completed the Data Protection and Freedom of information training, and all councillors were using their Parish Council email address.
- c) The Parish Council approved and signed the Annual Return for YE 31 March 2026 (unaudited) Section 2
- d) The Parish Council confirmed they had no Conflicts of Interest with external auditor BDO Ltd
- e) The monthly finance report and payments for June were approved. GW & BB to authorise payments.

ep1467 & 1468	Salary Cheques	£	2,650.08	N	June
ep1469	HMRC	£	771.38	N	Tax & NI - Month3
ep1470	Primrose Garden Maintenance	£	648.00	£108.00	Grass cutting May
ep1471	EDF Energy Customers	£	258.01	£14.78	Street Lighting (June)
ep1472	EJ&HJ King Ltd	£	450.00	£75.00	Skip for Station Park
ep1473	Peter Rogers	£	312.00	N	Dog bins
ep1474	DJ Phillips	£	128.58	£21.43	Leaf Blower - service & repair
ep1475	McAfee - Reimburse HR	£	114.99		Online Security
ep1476	Clear Councils Insurance	£	574.52	N	Insurance
ep1477	ALCA Subscription	£	493.90	N	SUBS
ep1478	Christine wilkins	£	300.00	N	Interna Audit
ep1479	payman.co.uk	£	97.20	£16.20	payroll
ep1480	Clutton Horticultural Society	£	250.00	N	Grant
ep1481	H Richardson Expenses	£	117.84	N	Broadband, electricity
					7,166.50
Internal Transfer					
	Savings account to Current Account			£7,000.00	

- f) There were no candidates to consider for co-option onto the Parish Council.

- g) The Parish Council approved a grant of £126 for the Village Hall Committee to help pay for the cost of the installation of a new outdoor light on the village hall.
- h) The Parish Council approved the renewal of the annual insurance policy with Clear Council.

163.6. Parks & Open Spaces

- a) The Parks & Open Spaces working group would circulate quotes for a replacement piece of play equipment to replace the rocker fish.
- b) The Parish Council reviewed the deliberate damage to the play equipment. Chunks had been hacked out of the wooden play equipment and the climbing wall was damaged on the 31st May (Crime reference RAC-QYYDY 31/15/2026) and then on 9/6/26 the temporary repair was damaged and a fire was lit under the play equipment (Incident number AS-20260609-1195). The Village Operative has done a great job cleaning up the mess and making the equipment safe. It was agreed that replacement hand grips for the climbing wall would be purchased, fence rails replaced/ repaired. Charred wood should be sanded down and holes filled with woodfiller. The Rospa play inspection is due to take place this month and so it would be reviewed again once the inspection report had been received.

163.7. Highways, Rights of Way & Infrastructure.

- a) The village Operative will be asked to attend to the damage in the play area.

163.8. Community Engagement.

- a) It was agreed that no-one from the Parish Council would take on the Neighbourhood Watch Lead.
- b) The Emergency Plan was approved subject to a few final amendments, and it would be circulated.

163.9. Correspondence since the last meeting:

- a) Resident: The Alcholery, Willow Farm. A resident contacted the Parish Council with concerns about the Alcholery causing local disruption and operating without planning permission. It was reported that the site had made several planning applications recently, but as it is in Farmborough, Clutton Parish Council would not be consulted. The resident would be referred to Farmborough and the Ward Councillor.
- b) Resident: Request for Lighting Provision Review. A resident asked the Parish Council to undertake a review of the lighting provision specifically in the footpath between the allotments and the play park.
The Parish Council agreed that it was important to keep that path lit for public safety, particularly due to the current antisocial behaviour taking place in the play park.

163.10. The Ward Councillor reported that the local plan consultation had been delayed until September, the Chew Valley forum would take place on the 15th July and the Parishes Liaison meeting would take place on the 22nd July in Keynsham.

163.11. Reports

- a) Clutton United Charities. No meeting
- b) Clutton Village Hall. Room hire will be increasing.
- c) Allotments. Recommend that two tenants should be evicted as their plots had not been cultivated. Details will be discussed next month
- d) Flood Warden. Nothing to report.

163.12. Report from Clerk was circulated.

163.13. Items put forward for the next meeting. None

The Date of the next meeting is Monday 20th July 2026 to be held in Clutton Village Hall at 7.30pm
The meeting closed at 20.47pm